

SMALL CLAIMS CASE NO.

**— NOTICE TO PLAINTIFF —  
YOU ARE BEING SUED BY DEFENDANT**

To protect your rights, you must appear in this court on the trial date shown in the table below. You may lose the case if you do not appear. The court may award the defendant the amount of the claim and the costs. Your wages, money, and property may be taken without further warning from the court.

**— AVISO AL DEMANDANTE —**

**A USTED LO ESTA DEMANDANDO EL**

*Para proteger sus derechos, usted debe presentarse ante esta corte en la fecha del juicio indicada en el cuadro que aparece a continuación. Si no se presenta, puede perder el caso. La corte puede decidir en favor del demandado por la cantidad del reclamo y los costos. A usted le pueden quitar su salario, su dinero, y otras cosas de su propiedad, sin aviso adicional por parte de esta corte.*

PLAINTIFF/DEMANDANTE (Name, address, and telephone number of each):

DEFENDANT/DEMANDADO (Name, address, and telephone number of each):

Telephone No.:

Telephone No.:

Telephone No.:

Telephone No.:

Fict. Bus. Name Stmt. No.

Expires:

☐ See attached sheet for additional plaintiffs and defendants.

**DEFENDANT'S CLAIM**

1. Plaintiff owes me the sum of: \$ \_\_\_\_\_, not including court costs, because *(describe claim and date)*:
2. a. ☐ I have asked plaintiff to pay this money, but it has not been paid.  
b. ☐ I have NOT asked plaintiff to pay this money because *(explain)*:
3. I ☐ have ☐ have not filed more than one other small claims action anywhere in California during this calendar year in which the amount demanded is more than \$2,500.
4. I understand that
  - a. I may talk to an attorney about this claim, but I cannot be represented by an attorney at the trial in the small claims court.
  - b. I must appear at the time and place of trial and bring all witnesses, books, receipts, and other papers or things to prove my case.
  - c. **I have no right of appeal on my claim**, but I may appeal a claim filed by the plaintiff in this case.
  - d. If I cannot afford to pay the fees for filing or service by a sheriff or marshal, I may ask that the fees be waived.
5. I have received and read the information sheet explaining some important rights of defendants in the small claims court.
6. No plaintiff is in the military service ☐ except *(name)*:

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME)

(SIGNATURE OF DEFENDANT)

**ORDER TO PLAINTIFF**

You must appear in this court on the trial date and at the time LAST SHOWN IN THE BOX BELOW if you do not agree with the defendant's claim. Bring all witnesses, books, receipts, and other papers or things with you to support your case.

<div style="border: 1px solid black; padding: 2px; text-align: center;"> <b>TRIAL DATE</b>   <b>FECHA DEL JUICIO</b> </div>	DATE	DAY	TIME	PLACE	COURT USE
	1.				
	2.				
	3.				
	4.				

Filed on *(date)*:

Clerk, by \_\_\_\_\_, Deputy

**— The county provides small claims advisor services free of charge. (Advisor phone number: \_\_\_\_\_) —**